

## COMMUNITY PLANNING GROUP MEMBERSHIP GRID

**All jurisdictions should ensure the confidentiality of information used for Table 9 and other information collected for the CPG Membership Grid**

### **Instructions:**

Jurisdictions with multiple official community planning groups should complete a separate membership grid for each official group.

Community Planning Group (CPG) members are those individuals who have the right to approve the jurisdiction's comprehensive HIV prevention plan and vote on concurrence with the jurisdiction's application to CDC for cooperative agreement funding.

The total number of CPG members for each table should be the same, except in 2b and 3b.

Use the "Comments" section after each table to explain how representation may be provided by individuals who are not official voting CPG members. For example, comments under table 3, "Expertise," could indicate that an epidemiologist is not a member of the CPG but regularly participates in CPG meetings.

**Date Membership Grid was completed**

---

**This Membership Grid was completed by**

---

**Phone number of contact person**

---

Public reporting burden of this collection of information is estimated to average 0.83 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reducing this burden to CDC/ATSDR Reports Clearance Officer, 1600 Clifton Road NE, MS D-24, Atlanta, Georgia 30333; ATTN: PRA (0920-0497).

## COMMUNITY PLANNING GROUP MEMBERSHIP GRID

Jurisdiction Name: \_\_\_\_\_

TYPE OF CPG THAT THE MEMBERSHIP GRID DESCRIBES *(Please check one of the following)*

\_\_\_\_Statewide    \_\_\_\_Regional    \_\_\_\_Directly Funded City    \_\_\_\_Local    \_\_\_\_Other

TABLE 1: GEOGRAPHIC DISTRIBUTION

GEOGRAPHIC DISTRIBUTION CATEGORY				
Urban Metropolitan Area	Urban Non-Metropolitan Area	Rural Area	Unknown	TOTAL CPG MEMBERS

**Urban Metropolitan Area**                      an area with a population greater than 100,000

**Urban Non-Metropolitan Area**                      an area with a population between 2,500 and 100,000

**Rural Area**                                              an area with a population less than 2,500

Comments: \_\_\_\_\_  
\_\_\_\_\_

Public reporting burden of this collection of information is estimated to average 0.83 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reducing this burden to CDC/ATSDR Reports Clearance Officer, 1600 Clifton Road NE, MS D-24, Atlanta, Georgia 30333; ATTN: PRA (0920-0497).

**TABLE 2: AGENCY/OTHER REPRESENTATION**

<b>2a. PRIMARY<sup>1</sup> AGENCY/OTHER REPRESENTATION CATEGORY</b>												
Faith Community	Minority Board CBO	Non-minority Board CBO	Other Nonprofit	State Health Department	Local Health Department	Other Government	Academic Institution	Research Center	Individual (Person)*	Other*	Unknown	<b>TOTAL CPG MEMBERS</b>

<b>2b. SECONDARY<sup>1</sup> AGENCY/OTHER REPRESENTATION CATEGORY</b>												
Faith Community	Minority Board CBO	Non-minority Board CBO	Other Nonprofit	State Health Department	Local Health Department	Other Government	Academic Institution	Research Center	Individual (Person)*	Other*	Unknown	<b>TOTAL CPG MEMBERS</b>

**\*In the box, provide examples of “Individual” and “Other” (e. g., advocate, IDU representative).**

**Comments:** \_\_\_\_\_

<sup>1</sup> Primary representation means the first representation category with which CPG members identify. All CPG members must have a primary representation category.

<sup>1</sup> Secondary representation means the representation category with which CPG members identify after the primary category. All CPG members may not have a secondary representation category. Therefore, “TOTAL CPG MEMBERS” in Table 2b may be less than the total in Table 2a.

**TABLE 3: EXPERTISE**

<b>3a. PRIMARY<sup>1</sup> EXPERTISE CATEGORY</b>								
<b>Epidemiologist</b>	<b>Behavioral or Social Scientist</b>	<b>Evaluation Researcher</b>	<b>Intervention Specialist</b>	<b>Health Planner</b>	<b>Community Representative</b>	<b>Other*</b>	<b>Unknown</b>	<b>TOTAL CPG MEMBERS</b>

<b>3b. SECONDARY<sup>1</sup> EXPERTISE CATEGORY</b>								
<b>Epidemiologist</b>	<b>Behavioral or Social Scientist</b>	<b>Evaluation Researcher</b>	<b>Intervention Specialist</b>	<b>Health Planner</b>	<b>Community Representative</b>	<b>Other*</b>	<b>Unknown</b>	<b>TOTAL CPG MEMBERS</b>

\*In the box, provide examples of “Other.”

**Comments:** \_\_\_\_\_

\_\_\_\_\_

<sup>1</sup> Primary expertise means the first expertise category with which CPG members identify. All CPG members must have a primary expertise category.

<sup>1</sup> Secondary expertise means the expertise category with which CPG members identify after their primary expertise category. All CPG members may not have a secondary expertise category. Therefore, “TOTAL CPG MEMBERS” in Table 3b may be less than the total in Table 3a.

**TABLE 4: GENDER**

GENDER CATEGORY				
Male	Female	Transgender	Unknown	TOTAL CPG MEMBERS

Comments: \_\_\_\_\_

\_\_\_\_\_

**TABLE 5: AGE**

AGE CATEGORY						
<19	20-24	25-29	30-49	50+	Unknown	TOTAL CPG MEMBERS

Comments: \_\_\_\_\_

\_\_\_\_\_

Public reporting burden of this collection of information is estimated to average 0.83 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reducing this burden to CDC/ATSDR Reports Clearance Officer, 1600 Clifton Road NE, MS D-24, Atlanta, Georgia 30333; ATTN: PRA (0920-0497).

**TABLE 6: ETHNICITY AND RACE**

<b>6a. ETHNICITY CATEGORY</b>			
<b>Hispanic or Latino</b>	<b>Not Hispanic or Latino</b>	<b>Unknown</b>	<b>TOTAL CPG MEMBERS</b>

**Comments:** \_\_\_\_\_  
\_\_\_\_\_

<b>6b. RACE CATEGORY</b>							
<b>American Indian or Alaska Native</b>	<b>Asian</b>	<b>Black or African American</b>	<b>Native Hawaiian or Other Pacific Islander</b>	<b>White</b>	<b>More than One Race</b>	<b>Unknown</b>	<b>TOTAL CPG MEMBERS</b>

**Comments:** \_\_\_\_\_  
\_\_\_\_\_

Public reporting burden of this collection of information is estimated to average 0.83 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reducing this burden to CDC/ATSDR Reports Clearance Officer, 1600 Clifton Road NE, MS D-24, Atlanta, Georgia 30333; ATTN: PRA (0920-0497).

**TABLE 7: HIV RISK**

<b>HIV RISK CATEGORY*</b>							
MSM	MSM/IDU	IDU	Heterosexual	Mother with or at risk for HIV infection	General Public	Unknown	<b>TOTAL CPG MEMBERS</b>

MSM	-	Men who have sex with men and are at risk through unsafe sex
MSM/IDU	-	Men who are at risk from both unsafe sex with other men and unsafe drug injection practices
IDU	-	Men and women who are at risk through unsafe drug injection practices
Heterosexual	-	Men and women who are at risk through unsafe heterosexual sex
Mother with or at risk for HIV infection	-	Women at risk for transmitting HIV during pregnancy, at birth, or during infancy
General Population	-	Men and women not part of a specific population at risk for HIV

**Comments:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**\*HIV risk means the risk category with which CPG members identify. If there is no specific risk, use “General Population.” HIV-positive individuals should use the risk category for their infection.**

Public reporting burden of this collection of information is estimated to average 0.83 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reducing this burden to CDC/ATSDR Reports Clearance Officer, 1600 Clifton Road NE, MS D-24, Atlanta, Georgia 30333; ATTN: PRA (0920-0497).

**TABLE 8: HIV RISK BY ETHNICITY AND RACE\***

<b>Table 8a. HIV RISK Category** by Ethnicity</b>							
<b>Category</b> <b>Ethnicity</b>	MSM	MSM/IDU	IDU	Heterosexual	Mother wit or at risk for HIV infection	General Public	Unknown
Hispanic or Latino							
Not Hispanic or Latino							
Unknown							
<b>SUBTOTAL CPG MEMBERS</b>							

**\*Please indicate the number of CPG members who represent both the HIV exposure category and the ethnicity category in the appropriate box (e.g., 12 Hispanic or Latino MSM)**

**Comments:** \_\_\_\_\_

**\*\*HIV risk means the risk category with which CPG members identify. If there is no specific risk, use “General Population.” HIV-positive individuals should use the risk category for their infection.**

Public reporting burden of this collection of information is estimated to average 0.83 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reducing this burden to CDC/ATSDR Reports Clearance Officer, 1600 Clifton Road NE, MS D-24, Atlanta, Georgia 30333; ATTN: PRA (0920-0497).



Table 8b. HIV RISK Category** by Race							
Category Race	MSM	MSM/IDU	IDU	Heterosexual	Mother with or at risk for HIV infection	General Public	Unknown
American Indian or Alaskan Native							
Asian							
Black or African American							
Native Hawaiian or Other Pacific Islander							
White							
More than One Race							
Unknown							
<b>SUBTOTAL CPG MEMBERS</b>							

\*Please indicate the number of CPG members who represent both the HIV exposure category and the race category in the appropriate box (e.g., 12 Black MSM).

Comments: \_\_\_\_\_

\*\*HIV risk means the risk category with which CPG members identify. If there is no specific risk, use "General Population." HIV-positive individuals should use risk category for their infection.

Public reporting burden of this collection of information is estimated to average 0.83 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reducing this burden to CDC/ATSDR Reports Clearance Officer, 1600 Clifton Road NE, MS D-24, Atlanta, Georgia 30333; ATTN: PRA (0920-0497).

**TABLE 9: HIV/AIDS STATUS**

<b>9a. CPG MEMBERS LIVING WITH HIV/AIDS</b>			
Yes	No	Unknown	<b>TOTAL CPG MEMBERS</b>

<b>9b. CPG MEMBERS NOT LIVING WITH HIV/AIDS BUT AFFECTED BY HIV/AIDS*</b>			
Yes	No	Unknown	<b>TOTAL CPG MEMBERS</b>

**\*A CPG member is affected by HIV/AIDS if she or he is not infected but has a family member or partner who is living with HIV/AIDS or had a family member or partner who died from HIV/AIDS.**

**Comments:** \_\_\_\_\_

\_\_\_\_\_